


Trauma System Oversight & Management Committee
OEMS, 1041 Technology Park Drive
Glen Allen, VA
September 1, 2011
11:00 a.m.

Members Present:	OEMS Staff:	Other Attendees:
Ajai Malhotra, Chair	Paul Sharpe	Michael Aboutanos
Kathy M. Butler, Vice Chair	Russ Stamm	Susan Ward
Lou Ann Miller	George Lindbeck	
Mindy Carter	Carol Pugh	
Nancy Malhotra	David Edwards	
Barbara Hawkins		
Lawrence Roberts		
Beth Johnson		
Raymond Makhoul		
Dallas Taylor		
Timothy Novosel		
Elton Mabry		
Maggie Griffen		
Amanda Turner		
Melissa Hall		
Jane Gilley		
Melinda Myers		
J. Forrest Calland		
Andi Wright		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order:	The meeting was called to order by the Chair at 11:04 a.m.	
Approval of minutes dated June 2, 2011:	A motion was made to approve the minutes.	The minutes were approved as submitted.
Chair Report – Dr. Ajai Malhotra:	Dr. Malhotra stated that the Virginia Statewide Trauma and Burn Center Designation Manual was approved at the August 12 th Governor's Advisory Board meeting. It goes into effect January 1, 2012. It was asked at the meeting if other committees, such as the Medical Direction Committee, reviewed the document. He wanted to make the trauma coordinators aware that the question may come up again the next time the Manual is revised and submitted for approval.	
Trauma Center Fund Distribution Policy Approval:	<p>The latest version of the Trauma Center Fund Distribution Policy dated September 1, 2011, was distributed by email and hard copies were given at the meeting. The OEMS address, phone number and effective date was updated on the cover page and last page.</p> <p>Elton mentioned that under Distribution, the third paragraph is written as if it only pertains to patients who are admitted. The coordinators discussed Usage of Funds and the broad list of suggestions for using the trauma center funds. They also discussed other distribution issues. Most of them were in agreement with the document.</p>	

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	<p>Susan Ward would like to share the document with the financial staff at VHHA to review.</p> <p>A motion was made to accept the document as drafted today with the caveat that the panel will review it one year from now. The motion was seconded by Andi. The motion passed although a few committee members opposed the motion.</p>	The Trauma Center Fund Disbursement Policy was approved and will be reviewed in one year.
Committee Composition:	<p>Along with the meeting announcement, Paul sent out a chart of the committee composition and a copy of the State Emergency Medical Services Advisory Board Bylaws. A Burn Center Representative was requested and approved by the Advisory Board. Also, a Regional Council representative was requested.</p>  <p>Trauma System Oversight Compositio</p> <p>This is a 22- member committee. Are there other EMS environments that we should move into the committee? If there are, then some of the current members will have to be removed. The committee is already extremely large. There was some discussion about whether or not a burn representative should be included. Should we have one level one rep, one level two rep and one level three rep so that we can have a DMV rep, a rehab rep, etc.?</p> <p>It was suggested to eliminate the surgeon rep which is currently being filled by Dr. Carol Gilbert. There are other surgeons already representing each trauma center. Dr. Malhotra stated that the larger the committee, the harder it is to make decisions on minor things. He would like to see a smaller, more efficient committee. He suggested one or two people representing each level.</p> <p>There were mixed feelings about the suggestion of one or two people representing each level. They want fair representation and they enjoy the camaraderie. Dr. Malhotra said that everyone will still be invited to attend the meetings and give input.</p> <p>Barbara Hawkins stated that each of the trauma center representatives should stay as they are and perhaps some of the other members should be removed. She was willing to relinquish her position as the citizen representative.</p> <p>The chair asked if the EMS Regional Council representation is needed. Some committee members say it is and some say it isn't.</p> <p>A motion was made to accept one EMS Regional Council representative. The motion was seconded by Elton. The motion was withdrawn as there were members who did not understand the EMS organizational structure.</p> <p>At the next meeting, Paul will give a brief presentation of the EMS organizational structure, the Code and the contract. OEMS has an updated Advisory Board Orientation presentation that may be helpful in understanding the structure of the Virginia EMS system.</p>	<p>At the next meeting, Paul will give a brief presentation about the EMS organizational structure and what the trauma system oversight charge is as a committee.</p>
OEMS Update – Paul Sharpe:	<p>Paul introduced Dr. Carol Pugh, the new Informatics Coordinator. She joined OEMS three weeks ago and will be assisting with the Trauma PI sub-committee and working with the EMS data. Carol provided background experience and education information. A small working meeting will be held once a month between Carol, Dr. Calland, and Paul. A wish list will be created to prioritize the items that Carol should accomplish first.</p>	
Trauma Nurse Coordinators Report:	<p>The coordinators have not met since March. There is nothing to report.</p>	
Trauma Center Updates:	<p>Jane Gilley of Carilion New River Valley – Carilion New River Valley had a child safety day and had a really good turnout. Approval has been granted for a part-time registrar which should be filled in January. The biggest concern is the turnover of staff</p>	

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	<p>in the ED and other units. Hopefully things will settle down soon.</p> <p>Mindy Carter of CJW Medical Center – Site review will be October 25, so we are preparing for that.</p> <p>Lou Ann Miller of Riverside Regional Medical Center – Riverside is also preparing for a site review visit by the end of the year. Held Camp Emergency which is a day-long daycare for kids which was very fun. It was held three days during the summer. TNCC will be held in September. Riverside has a new Director who was in surgery last night and on call all night so he could not attend today's meeting. Hopefully he will attend in December.</p> <p>Elton Mabry of Southside Regional Medical Center – SRMC had an injury prevention event with the kids last month and had an event with the volunteers which made front page of the local newspaper. Dealing with heavy trauma volume and lots of motor vehicle crashes which are being sent to VCU. TNCC course coming up soon.</p> <p>Larry Roberts of Mary Washington Hospital –Trauma Designation Site Review is scheduled September 29th. Dr. Roberts introduced the new Trauma Program Manager, Melissa Hall. She was the trauma educator and outreach coordinator.</p> <p>Kathy Butler of UVA – Kathy is awaiting the site visit date which will likely be in November. Also awaiting JACO visit which she anticipates will be any Monday morning. A consultant group of about 40 people has been contracted to implement changes in the case management model, discharge process and OR/ED procedures. TNCC classes are being scheduled for next year. Continuing education modules have been purchased for the four hour component. The October ATLS class will not be held due to low enrollment. EPIC is going O.K. Seeking more non-forensic autopsies to be performed and improving the family approach and knowledge base of the residencies when speaking with the families. Cost was discussed by Dr. Calland and he explained the specifics to the committee.</p> <p>Amanda Turner of Lynchburg General Hospital – Site visit on September 22.</p> <p>Andi Wright of Carilion Roanoke Memorial Hospital – Site visit is Tuesday, September 6. Still recruiting for a Trauma Medical Director. Dr. Carol Gilbert has stepped up to the plate and she was planning to attend today, but is on vacation. Two new surgeons have been hired as well as a new Surgery Residency Program Director.</p> <p>Nancy Malhotra of VCU – The American College of Surgeons re-verification visit is scheduled for December 8 & 9. They will add the Level 1 Pediatric verification visit to it. Dr. Jeff Haynes is the Director of the Pediatric Trauma Program. Pediatric Trauma Coordinator will be hired soon and just hired a new Pediatric Trauma Registrar. The Trauma Gala will be Saturday, March 24, 2012 and are in the process of choosing a patient for it. VCU has officially been verified as an American Association Burn Center. October ATCN is full. Instructor Course was held in July. Dr. Aboutanous added that VCU is involved in a youth violence project that is being recognized nationwide and will be used in statewide trauma centers.</p> <p>Timothy Novosel of Sentara Norfolk General Hospital – Two Nurse Practitioners and a PA are being added in the next few months.</p> <p>Maggie Griffen of INOVA – Maggie introduced Melinda Myers, Trauma Nurse Coordinator. The American College of Surgeons visit is on December 12 & 13. Two new physicians have started this summer. EPIC is being installed and should be ready for use within the next 18 months. A new wing is being constructed at the hospital. Expect phone calls from Maggie about</p>	

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	EPIC. Committee members advised to look into what can be copied and pasted, also what to do when EPIC is down.	
Old Business:	<p>David Edwards recently emailed documents for voluntary Pediatric Emergency Department Designation Levels 1, 2 and 3. This is a federal performance measure for the EMS for Children program. It is based on the American Academy of Pediatrics guidelines for the emergency care of children. David welcomes feedback from each of the centers by email at david.edwards@vdh.virginia.gov.</p> <p>Dr. Roberts asked about the signage of adding “trauma” under the hospital “H” highway sign. Paul said that he has not had an opportunity to follow up on this, but he will. Susan said that VHHA has not made any progress at that the highway department on this.</p>	
New Business:	None.	
Adjournment:	The meeting adjourned at approximately 1:40 p.m.	2011 Meeting Schedule: Thursday, Dec. 1